

**DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, APRIL 28, 2014**

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:34 PM by President Keough at the Dexter Senior Center located at 7720 Ann Arbor Street in Dexter, Michigan.

B. ROLL CALL: President Keough

J. Carson

D. Fisher-AB

J. Semifero

P. Cousins

J. Knight-AB

R. Tell

Also present: Donna Dettling, Village Manager; Courtney Nicholls, Assistant Village Manager; Marie Sherry, Finance Director/Treasurer; Michelle Aniol, Community Development Manager; Carol Jones, Village Clerk; Dan Schlaff, public Services Superintendent; Scott Maurer, Water and Sewer Department; Sgt. Flores, Washtenaw County Sheriff Department; Kent Martinez-Kratz, County Commissioner District 1; Rhett Gronevelt, Orchard, Hiltz and McCliment; residents and media.

C. APPROVAL OF THE MINUTES

1. Regular Council Meeting – April 14, 2014

Motion Tell; support Cousins to approve the minutes of the Regular Council Meeting of April 14, 2014 as presented.

Unanimous voice vote for approval with Fisher and Knight absent

D. PREARRANGED PARTICIPATION

Nick Helmholdt of the Clean Energy Coalition – Presentation on the Bike Share Program.

Mr. Helmholdt gave a power-point presentation on the Bike Share Program planned for Ann Arbor. Discussion followed as to how Dexter might also be able to use such a program linking it with the 5 Healthy Communities and the Border to Border Trail.

E. APPROVAL OF THE AGENDA

Motion Cousins support Tell to approve the agenda as presented

Unanimous voice vote for approval with Fisher and Knight absent

F. PUBLIC HEARINGS

Action on each public hearing will be taken immediately following the close of the hearing

None

G. NON-ARRANGED PARTICIPATION

Pat Conlin of 820 Dancer Road, Lima Township introduced himself to Council and announced he is running for the Circuit Court of Washtenaw County and making visits to municipalities in the county.

Kent Martinez-Kratz of 698 Old Forge Court, Chelsea and District 1 County Commissioner gave the following update:

- Regarding the police service contract, the county has pledged 1% yearly increases for the next 3-4 years.
- Dexter is leading the county in SEV changes up 10%.
- Responded to the question regarding the county absorbing the County Road Commission –have not take an official vote but the majority of the commissioners do not approve.
- Also responded to expanding the number of members on the Road Commission Board from three to five.

Jim Pruitt of 26 Glendale, Hillsdale introduced himself as the new reporter and online contact for the Dexter Leader, part of Washtenaw Now.

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar
3. Scio Township Planning Commission Notice of Public Hearing

I. REPORTS

1. Washtenaw County Sheriff's Office – Sgt. Keith Flores

Sgt. Flores reported on the following:

- Provided a handout comparing 2012 and 2013 service calls and traffic stops.
- Currently seeing an increase in tax fraud cases – three in Dexter Township and one in the Village.
- Conducted liquor inspections in the Village and all establishments are compliant.
- Shared information on the culprits of the home invasions in 2012 and 2013.
- Have had larcenies from vehicles behind Aubree's last fall.

2. Finance Director/Treasurer – Marie Sherry

Ms. Sherry submits her report as per packet and gave the following updates:

- Personal property tax – will see a little more as delinquent due to reporting circumstances but most are compliant.
- Tax Tribunal – the request for reimbursement goes to the county first and they in turn will bill the Village.
- DDA – working with the DDA on paying down the bond and also working on the change in the base amount for the DDA district.
- The Village once again received the Distinguished Budget Presentation Award from the Government Finance Officers Association.
- Looking at improvements to the five year financial model, current model is 14 years old, BS&A Software has a module but it doesn't allow for it to be individualized.
- Thank you to Council for your support recently when my husband was hospitalized.

3. Public Services Superintendent – Dan Schlaff

Mr. Schlaff submits his progress report of the DPW and Water/Sewer per packet. Mr. Schlaff gave the following updates:

- Sludge Project – In the process of the start up of the primary digester.

4. Community Development Manager – Michelle Aniol

Ms. Aniol submits her report as per packet and gave the following updates:

- Have provided the first detailed quarterly report since being hired by the Village, ZBA request from St. Joseph Mercy Health Center regarding signage and there will be a Redevelopment Ready Communities presentation on June 9.
- 3045 Broad Street – Jim Houk is working on revising the conceptual plan and will be making a presentation to the DDA on May 15.
- Staff met with DTE and working on ways to decommission and relocate the sub-station.
- Trails Towns – asking for information that will enable us to promote Dexter as a Trail Town.
- Working on issues with builders and contractors on plot plans as to the locations of utilities and infrastructure for zoning compliance.
- Will need to survey Horseshoe Park in order to build the shelter and will need to vacate First Street in order to do so.
- Trustee Cousins thanked Ms. Aniol for her professional presentation at the State of the Huron conference.

5. Boards, Commissions. & Other Reports-“Bi-annual or as needed”

Dexter Area Fire Department – March 20, 2014 Minutes

Mr. Tell reviewed the meeting minutes.

Western Washtenaw Area Value Express Representative – Jim Carson

Mr. Carson reported on the letter included in the packet and is to be used for budgeting purposes. He also reported that the WAVE is now negotiating for service in Manchester.

6. Subcommittee Reports

Facilities –President Keough reported that the committee will meet on May 5 to decide the next steps.

7. Village Manager Report

Mrs. Dettling submits her report as per packet. Ms. Nicholls gave the following verbal updates:

- The online General Code of Ordinances has been updated.
- The grant for CTAP will be submitted tomorrow for \$9070 in funding.
- UIS will be submitting an IFT for the next agenda and meeting.

8. President's Report

Mr. Keough submits his report as per packet. In addition Mr. Keough reported on the following:

- Have made recommendations for two members to the ZBA.
- Reminder of the Budget Workshop on Wednesday, April 30.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$227,695.66
2. Consideration of: Appointment of Phillip Mekas to the Zoning Board of Appeals from June 1, 2014 to May 31, 2017.
3. Consideration of: Appointment of Brian Gray as an Alternate Member of the Zoning Board of Appeals from May 1, 2014 to May 31, 2015.

Motion Cousins; support Tell to approve items 1, 2 and 3 of the Consent Agenda.

Unanimous voice vote for approval with Fisher and Knight absent

K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of: Cityhood Next Steps-Charter Commission Update

Nothing new to report.

L. NEW BUSINESS-Consideration of and Discussion of:

1. Discussion of: Update from Orchard, Hilts & McCliment on the Sludge Handling Project

Mr. Gronevelt reported that a substantial completion of the Sludge Handling Project was achieved on April 18. The plant will need to generate enough methane gas to begin the burning of the gas. Working out the liquidated damage issues and penalty costs to the contractor.

2. Consideration of: Recommendation to Approve Materials Testing for 2014 Road Improvements Contractor – G2 in the amount of \$18,197

Motion Cousins; support Carson to approve the recommendation to hire the 2014 road improvements contractor - G2 for materials testing in the amount of \$18,197.

Ayes: Carson, Cousins, Semifero, Tell and Keough

Nays: None

Absent: Fisher and Knight

Motion carries

3. Consideration of: Second Quarter Budget Amendments for FY 13-14

Motion Carson support Tell to approve the Second Quarter Budget Amendments for FY 13-14 as presented.

Ayes: Cousins, Semifero, Tell, Cousins and Keough

Nays: None

Absent: Fisher and Knight

Motion carries

M. COUNCIL COMMENTS

Cousins	The Wellness Center is having a First Year Anniversary on June 1. May 8 will be the West River Trail dedication for officials and on June 7 there will be a public dedication. On May 1, Mr. Cousins will be honored for starting fast-pitch softball in Dexter by coaching first base at the girl's high school game.
Semifero	None
Jones	Reminder that the Dexter Area Museum opens for the season on May 2.
Tell	None
Carson	None
Fisher	Absent
Knight	Absent

N. NON-ARRANGED PARTICIPATION

None

O. CLOSED SESSION

Motion Tell; support Carson to move into closed session for the purpose of discussing labor negotiations and potential purchase of property in accordance with MCL 15.268 at 9:36 PM.

Ayes: Semifero, Tell, Carson, Cousins and Keough

Nays: None

Absent Fisher and Knight

Motion carries

Motion Cousins; support Carson to leave closed session at 10:31 PM.

Ayes: Tell, Carson, Cousins, Semifero and Keough

Nays: None

Absent: Fisher and Knight

Motion carries

P. ADJOURNMENT

Motion Carson; support Tell to adjourn at 10:32 PM.

Unanimous voice vote for approval with Fisher and Knight absent

Respectfully submitted,

Carol J. Jones
Clerk, Village of Dexter

Approved for Filing: May 12, 2014

2013-2014 Budget Amendments

General Fund 101

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
101-000-000-574-000	State Shared Revenue	No	Revenue	\$ 360,000	\$ -	\$ 5,000	\$ 365,000
Reason for Amendments Based on State sales tax revenues							
101-000-000-628-000	Solid Waste Collection Fee	No	Revenue	\$ 535,000	\$ -	\$ 8,000	\$ 543,000
Reason for Amendments Increased commercial usage /housing units							
101-172-000-703-001	Village Manager - Part Time	No	Revenue	\$ 20,800	\$ -	\$ (13,100)	\$ 7,700
Reason for Amendments Did not hire part time employee							
101-201-000-840-000	Finance - Bank Service Fees	No	Expenditure	\$ 1,000	\$ -	\$ 600	\$ 1,600
Reason for Amendments Interest rates not covering bank fees							
101-210-000-810-000	Attorney Fees	No	Expenditure	\$ 25,000	\$ -	\$ 12,000	\$ 37,000
Reason for Amendments City Charter Commission, Blackhawk Settlement, Dexter Wellness Board of Review							
101-253-000-721-000	Treasurer - Health & Dental Insurance	No	Expenditure	\$ 15,500	\$ -	\$ 1,000	\$ 16,500
Reason for Amendments Higher than Budgeted Use of Deductible							
101-265-000-935-000	Buildings & Grounds	No	Expenditure	\$ 3,000	\$ -	\$ 10,000	\$ 13,000
Reason for Amendments Repair of water line at 8140 Main							
101-400-000-721-000	Planning - Health & Dental Insurance	No	Expenditure	\$ 17,000	\$ -	\$ (10,000)	\$ 7,000
Reason for Amendments Unused funds due to employee transition							
101-441-000-704-000	DPW - Union Salary	No	Expenditure	\$ 53,000	\$ -	\$ (5,000)	\$ 48,000
Reason for Amendments Reduced DPW salary attributed to general DPW line							
101-528-000-704-000	Solid Waste - Union Salary	No	Expenditure	\$ 30,000	\$ -	\$ 5,000	\$ 35,000
Reason for Amendments Increased DPW salary attributed to Solid Waste							
101-890-000-957-001	Contingency - Property Tax Refunds	No	Expenditure	\$ 2,000	\$ -	\$ 12,500	\$ 14,500
Reason for Amendments Tax refunds due to Board of Review/Tax Tribunal - see Finance Director/Treasurer report for details							
				Total change in Revenue - increase / (decrease): \$ 13,000			
				Total change in Expenditures - increase / (decrease): \$ 13,000			
				Change to Overall Budget's revenue minus expenditures: \$ -			

2013-2014 Budget Amendments

Source of Reserves, if applicable: N/A

Major Streets 202

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
202-000-000-671-000	Other Revenue	No	Revenue	\$ -	\$ -	\$ 17,000	\$ 17,000
Reason for Amendment	Additional ARRA funding for 2010 Ann Arbor Street project: additional road funding from state for winter maintenance						
202-478-000-704-000	Winter Maintenance - Union Salary	No	Expenditure	\$ 10,000	\$ -	\$ 4,000	\$ 14,000
Reason for Amendment	Record Snowfall						
202-478-000-705-000	Winter Maintenance - Overtime	No	Expenditure	\$ 5,500	\$ -	\$ 6,000	\$ 11,500
Reason for Amendment	Record Snowfall						
202-478-000-941-000	Winter Maintenance - Equipment Rentals	No	Expenditure	\$ 12,000	\$ -	\$ 9,000	\$ 21,000
Reason for Amendment	Increased use of equipment - transferred to fund 402						

Total change in Revenue - increase/(decrease): \$ 17,000

Total change in Expenditures - increase/(decrease): \$ 19,000

Change to Overall Budget's revenue minus expenditures: \$ (2,000)

If necessary a budget amendment for additional funds from Municipal Streets will be made with the 4th Source of Reserves, if applicable: quarter amendments

2013-2014 Budget Amendments

Local Streets 203

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
203-000-000-671-000	Other Revenue	No	Revenue	\$ -	\$ -	7,000 \$	7,000
Reason for Amendment	Additional ARRA funding for 2010 Ann Arbor Street project; additional road funding from state for winter maintenance						
203-478-000-704-000	Winter Maintenance - Union Salary	No	Expenditure	\$ 10,000	\$ -	4,000 \$	14,000
Reason for Amendment	Record Snowfall						
203-478-000-705-000	Winter Maintenance - Overtime	No	Expenditure	\$ 5,000	\$ -	5,000 \$	10,000
Reason for Amendment	Record Snowfall						
203-478-000-941-000	Winter Maintenance - Equipment Rentals	No	Expenditure	\$ 12,000	\$ -	11,000 \$	23,000
Reason for Amendment	Increased use of equipment - transferred to fund 402						

Total change in Revenue - increase /(decrease): \$ 7,000

Total change in Expenditures - increase /(decrease): \$ 20,000

Change to Overall Budget's revenue minus expenditures: \$ (13,000)

If necessary a budget amendment for additional funds from Municipal Streets will be made with the 4th Source of Reserves, if applicable: quarter amendments

Municipal Streets 204

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
204-248-000-957-001	Property Tax Refunds	No	Expenditure	\$ 2,000	\$ -	3,000 \$	5,000
Reason for Amendment	Tax refunds due to Board of Review/Tax Tribunal - see Finance Director/Treasurer report for details						

Total change in Revenue - increase /(decrease): \$ -

Total change in Expenditures - increase /(decrease): \$ 3,000

Change to Overall Budget's revenue minus expenditures: \$ (3,000)

Source of Reserves, if applicable: Municipal Street Funds

2013-2014 Budget Amendments

Streetscape Debt Service 303

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
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303-248.000-957.001 Property Tax Refunds No Expenditure \$ 500 \$ - \$ 2,000 \$ 2,500

Reason for Amendment Tax refunds due to Board of Review/Tax Tribunal - see Finance Director/Treasurer report for details

Total change in Revenue - increase/(decrease): \$ -

Total change in Expenditures - increase/(decrease): \$ 2,000

Change to Overall Budget's revenue minus expenditures: \$ (2,000)

Source of Reserves, if applicable: Fund Balance in the Streetscape Debt Service Fund

Equipment Replacement Fund 402

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
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402-248.000-840.000 Bank Fees No Expenditure \$ 200 \$ - \$ 100 \$ 300

Reason for Amendment Interest rates not covering bank fees

Total change in Revenue - increase/(decrease): \$ -

Total change in Expenditures - increase/(decrease): \$ 100

Change to Overall Budget's revenue minus expenditures: \$ (100)

Source of Reserves, if applicable: Equipment Replacement Fund Balance

2013-2014 Budget Amendments

Sewer Fund 590

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
590-850-000-996-006	SRF #2 Bond Interest	No	Expenditure	\$ 50,000	\$ -	\$ 10,000	\$ 60,000
Reason for Amendment	Higher interest payment than budgeted						
590-890-000-955-000	Contingency	No	Expenditure	\$ 15,000	\$ -	\$ (10,000)	\$ 5,000
Reason for Amendment	Use of contingency to cover increased bond payment						
<i>Total change in Revenue - increase /(decrease):</i> \$ - <i>Total change in Expenditures - increase /(decrease):</i> \$ - <i>Change to Overall Budget's revenue over expenditures:</i> \$0.0							

Source of Reserves, if applicable: N/A

Water Fund 591

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
591-000-000-646-000	Second Water Meter Sales	No	Revenue	\$ 3,000	\$ -	\$ 5,000	\$ 8,000
Reason for Amendment	Increased new home construction						
591-556-000-741-000	Road Repair - Water	No	Expenditure	\$ 4,000	\$ -	\$ 15,000	\$ 19,000
Reason for Amendment	Frozen water lines						
591-556-000-960-000	Equipment	No	Expenditure	\$ 33,000	\$ 48,000	\$ 8,000	\$ 56,000
Reason for Amendment	Increased meter/MXU replacement, plus purchase of meters/MXUs for 35 single family homes and 15 second meters						
591-901-000-975-015	Ann Arbor Street Project	No	Expenditure	\$ 346,700	\$ -	\$ (18,000)	\$ 328,700
Reason for Amendment	Majority of project to be completed in FY 14-15						
<i>Total change in Revenue - increase /(decrease):</i> \$ 5,000 <i>Total change in Expenditures - increase /(decrease):</i> \$ 5,000 <i>Change to Overall Budget's revenue over expenditures:</i> \$ -							

2013-2014 Budget Amendments

Source of Reserves, if applicable: N/A

Approved by Council on April 28, 2014


Carol J. Jones, Village of Dexter Clerk